



MEETING MINUTES

March 25, 2014

7:30 PM

Approved

(with revisions in italics)

In Attendance: D. Carlson, Chair, H. Harper, Vice-Chair, A. Tabasso, Member, J. Bukata, Township Treasurer, M. Brown, Authority Administrator.

Call to Order

The meeting was called to order at 7:49 PM.

Approval of Minutes

H. Harper moved to approve the minutes of the February 25, 2014 meeting as submitted; A. Tabasso seconded. It was so moved.

Approval of Payments

After a few brief questions, A. Tabasso motioned for approval of the March 2014 payments as listed, seconded by H. Harper. It was so moved. H. Harper moved to approve the Balance Sheet and Revenue and Expenses Report as prepared in good faith by the Township Treasurer, seconded by A. Tabasso. It was so moved.

Open Session

Representatives from the Eagle Hunt Home Owner's Association were present to discuss their right to access trails adjacent to the disposal fields in the development. They noted they had been advised that the trails were part of the Township Open Space Allowance for the development thereby granting them the right to access. M. Brown noted that he had previously believed they had no right to access since the Authority practice was to protect the fields and all other development documents did not allow for it. He noted that after further investigation and discussion with the Township Manager, Cary Vargo, the documents and plan for Eagle Hunt did allow for those trails to be considered part of the development Open Space and access was allowed by the homeowners. Following further discussion and questions by A. Tabasso and D. Carlson, D. Carlson requested M. Brown provide a copy of that permission document to A. Tabasso to review on behalf of the Authority. The representatives from Eagle Hunt also noted children accessing the roof of the storage tank and the need for tree removal along the trail. *After brief discussion regarding the security of the storage tank, the Authority directed M. Brown to investigate methods of modifying the tank ladder to deter unauthorized access. M. Brown stated he would also speak with B. Norris and Chief DeMarco about this matter.*

Authority Administration Reports

Prior to the presentation of the Administrators Reports, J. Bukata provided clarification to several financial transfers made the previous month and questioned by the Board. She then

reviewed the current practice and status of the collection procedures for delinquent accounts. The Authority acknowledged their satisfaction with the improvement in collections made since the beginning of the year and encouraged J. Bukata to continue the strong efforts. M. Brown requested the Authority consider any lien procedures to be undertaken in a sequential manner such as quarterly or semi-annually. D. Carlson suggested that legal proceedings such as liens should be handled in an Executive Session at a meeting in the near future.

M. Brown reported that in general all facilities were operating well, with no permit violations reported for the period. He briefly summarized the Clean Water, ARRO and Authority Administrator's Reports for the Authority. After a brief discussion, H. Harper moved to accept the reports as submitted, seconded by A. Tabasso. It was so moved.

M. Brown then provided the Authority with a brief update on the Toll litigation and the good news that Phase II of the Route 100 WWTF was again moving forward. The Authority discussed the public information procedures to be implemented and a prospective timeline. M. Brown recommended that until the final documents were executed that it was appropriate to wait on formal notification. The Board agreed.

Adjournment

There being no further business to be brought before the Authority, H. Harper moved, seconded by A. Tabasso to adjourn the meeting at 8:55 pm.

Respectfully submitted,

G. Matthew Brown, P.E., DEE
Authority Administrator